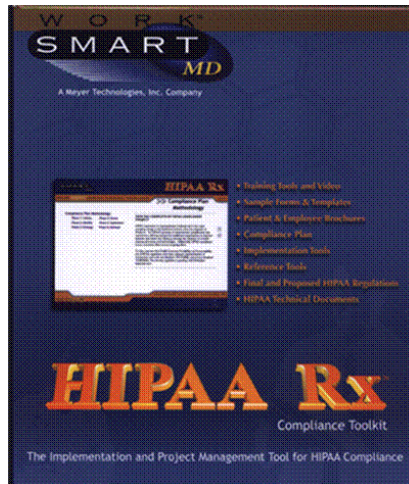


from

# NDCHEALTH™



## Product Overview:

HIPAA Rx has been developed to assist small-to-medium sized medical practices comply with federally mandated HIPAA requirements. The primary component of the HIPAA Rx product is an interactive software program that helps you train and implement HIPAA within your practice. To simplify compliance further, the HIPAA Rx Toolkit includes a training video on HIPAA and the HIPAA Rx software.

HIPAA Rx is especially designed to simplify HIPAA security for small medical practices. Once your practice has developed its HIPAA compliance manual with the mandated policies and procedures HIPAA Rx will assist you in training and educating the rest of the employees.

HIPAA Rx takes compliance to a new level of simplicity and thanks to a unique relationship with NDC Health a new level of affordability.

## Features:

- Introduction and Overview of HIPAA
- Privacy & Security Training Video
- Step-by-Step Approach to HIPAA Compliance
- Sample Policies, Procedures, & Contracts
- Patient & Employee Training Brochures
- HIPAA Research Library and Reference Materials
- Interpretation of HIPAA Regulations
- Employee Training and Testing Tools
- Interactive Assessment Tools + Risk Analysis Tool

## Do I Need HIPAA Rx?

Is your practice compliant with the HIPAA security standards? Have you completed your risk analysis and HIPAA compliance manual? If HIPAA compliance remains a mystery the HIPAA Rx Compliance Toolkit is a necessity.

## **HIPAA Rx™ Compliance Toolkit Modules**

HIPAA Rx is divided into eleven modules. Each of the links at the top and bottom of the HIPAA Rx interface is a module. The following is a descriptive list and narrative of each item:

### **1. Intro to HIPAA**

This section of HIPAA Rx provides a quick, easy to browse overview of the HIPAA regulations. It provides important dates and facts about the law. This is designed for the physician that will have a small role in the overall HIPAA project but will need to understand what HIPAA entails.

- Quick
- Brief Overview of regulations and impacts

### **2. Compliance Plan**

The compliance plan is presented in an interactive format that guides the user step-by-step through a six-phase plan for implementation. Each various document and resource is linked directly from the compliance plan module.

- 6 Phases
- Takes you from early education to total compliance
- Offers action items and deliverables
- Each phase divided into smaller sections

### **3. Assessment Tools**

The HIPAA Rx assessments tools help identify what changes will be necessary within a healthcare organization. The assessment tools consist of interactive assessments that identify the specific HIPAA requirements within a medical practice. The privacy and security assessments allow you to track your progress and record notes. Reporting functionality provides a detailed checklist.

- Initial HIPAA Assessment
- Interactive Privacy and Security Assessments
- Code Set Assessment
- Vendor Assessment
- Software Analyzer

### **4. Instruction Guides**

These documents provide step-by-step instructions for learning and implementing various aspects of HIPAA. As needed the user is linked to these documents from the Compliance Plan module.

- Detail the steps needed in different HIPAA tasks
- Develop Required HIPAA Documentation
- Understand Who Business Associates Are
- Develop a HIPAA Project Plan
- Develop a Contingency Plan
- Understand HIPAA Privacy
- Perform an Operational Assessment
- Develop HIPAA Policies and Procedures

### **5. Sample Forms**

Included within this module are samples of each required policy and procedure, forms that facilitate patient's rights under HIPAA and samples of the required business associate contract. Each document is included in a standard MS Word or Rich Text format and can easily be customized.

- Includes forms and contracts
- Include Policies and Procedures
- Includes Templates

### **6. Training**

The HIPAA Rx Compliance Toolkit includes sample employee training brochures, a printable training handbook, a PowerPoint presentation and a testing tool that generates reports for each employee.

- Gauges the knowledge employees
- Helps you to meet the training requirement of HIPAA
- Provides printable documentation proving that employees have been tested

## **7. Regulations**

This section provides a comprehensive breakdown of the law itself. Each portion of the law is presented as it appears in the Federal Register, followed by an interpretation of the rule and its impact in layman's terms. The regulations are provided in an annotated format and can easily be searched using Adobe Acrobat's search function.

- Finalized and Proposed Rules
- Includes Synopsis and Interpretation

## **8. Glossary**

The Glossary section consists of three glossaries dealing with the HIPAA terms, security and privacy terms, and technical terms. These glossaries will quickly and correctly identify words, so that you can determine exactly what the laws mandate.

- Used to easily identify foreign words
- Technical, HIPAA, and Security Glossaries available

## **9. Frequently Asked Questions**

The FAQ portion of HIPAA Rx provides a list of the most frequently asked questions in reference to the law. It has been compiled from questions asked by existing HIPAA Rx users. Common inquiries about HIPAA's regulations and compliance issues are addressed in an easy to read format.

- Addresses the most common questions posed by healthcare professionals
- Divided into General, Privacy, Transactions, and Code Sets.

## **10. Online Resources**

This is a comprehensive list of references and resources available on the Internet. This valuable reference list includes descriptions and tips to help expedite your research.

- Links to important websites to help in compliance efforts
- Includes links to legal, government, and data-related organizations

## **11. Technical Documents**

This series of documents, developed by leading industry experts, provides you with in-depth understanding of the main issues addressed by HIPAA: Awareness, Training, Policies and Procedures, Security, EDI Implementation, and Privacy.

- Provides insight into the different procedures required by HIPAA
- Includes an EDI Primer, Privacy Standards, and Training and Education Programs

## **Index**

Provides links to each section for easy access to all areas of the HIPAA Rx Software